

17 July 1964

TO WHOM IT MAY CONCERN

This is to introduce [redacted]  
who has been employed by the Central Intelligence  
Agency since 1957 and, for the past 2 1/2 years,  
a secretary on my immediate staff.

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I have known [redacted] on a close, daily,  
personal-contact basis and commend her without  
reservation. She has been entirely competent in  
all aspects of her assigned duties. Her technical  
abilities are outstanding. She has displayed initiative,  
dependability, loyalty, and willingness to  
assume responsibility. She was often required to  
work long hours, under pressure, six days a week,  
and did so cheerfully, without complaint. Her  
pleasant disposition and high sense of humor con-  
tributed greatly to the smooth functioning of the  
office.

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I regret that [redacted] is resigning from  
the Central Intelligence Agency and would welcome  
her as an employee at any time in the future.

*/s/ Marshall S. Carter*

Marshall S. Carter  
Lieutenant General, USA  
Deputy Director

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Distribution:

Original - [redacted]

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